

~~SECRET~~  
~~SECURITY INFORMATION~~

NEA DIVISION

[REDACTED] HEADQUARTERS

|                      |       |
|----------------------|-------|
| Supply Officer       | GS-13 |
| Supply Officer       | GS-12 |
| Supply Officer       | GS-9  |
| Administrative Asst. | GS-7  |
| Clerical             | GS-5  |

[REDACTED] 25X1

Supply Officer GS-9

\* It is anticipated that three additional positions will be necessary to staff this base. They will be requested and justified at a later date on an individual basis.

Document No. 5  
NO CHANGE in Class. ☐  
☐ DECLASSIFIED  
Class. CHANGED TO: TS S 6  
Auth: DDA Memo, 4 Apr 77  
Date: 24 MAR 1978 B

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## ROUTING AND RECORD SHEET

**INSTRUCTIONS:** Officer designations should be used in the "TO" column. Under each comment a line should be drawn across sheet and each comment numbered to correspond with the number in the "TO" column. Each officer should initial (check mark insufficient) before further routing. This Routing and Record Sheet should be returned to Registry.

| FROM:                         |            | NO.   |       |                    |   |
|-------------------------------|------------|-------|-------|--------------------|---|
| Logistics Office/Admin. Staff |            | DATE  |       |                    |   |
| TO                            | ROOM NO.   | DATE  |       | OFFICER'S INITIALS | COMMENTS  |
|                               |            | REC'D | FWD'D |                    |   |
| 1.<br>NEA                     | 2034L      | 4 Nov | 4 Nov |                    | <p>The four positions in the [redacted] of this TO would appear to provide adequate headquarters support for the Division. Recent O&amp;M Service report, not yet finally approved but in which this Office fully participated, recommended cancellation of one position in this Section reducing the total number of positions to three. Therefore, the concurrence of this Office in the present proposed TO is qualified and dependent upon the resolution of the O&amp;M survey recommendations.</p> <p>FOR THE CHIEF OF LOGISTICS.</p> <p>[redacted]</p> <p>AC/Admin. Staff/LO</p> <p>1-3 Please attach to NEA T/O [redacted]</p> <p><u>HAND CARRY</u></p> |
| 2.                            |            |       |       |                    |   |
| 3.<br>DDP/ADMIN               | 2304K      |       |       |                    |   |
| 4. <i>cltn</i>                | [redacted] |       |       |                    |   |
| 25X1                          |            |       |       |                    |   |
| 5.                            |            |       |       |                    |   |
| 6.                            |            |       |       |                    |   |
| 7.                            |            |       |       | 25X1               |   |
| 8.                            |            |       |       |                    |   |
| 9.                            |            |       |       |                    |   |
| 10.                           |            |       |       |                    |   |
| 11.                           |            |       |       |                    |   |
| 12.                           |            |       |       |                    |   |
| 13.                           |            |       |       |                    |   |
| 14.                           |            |       |       |                    |   |
| 15.                           |            |       |       |                    |   |

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FROM:

NE

Rm. 2034L

NO.

DATE 29 October 1953

| TO                   | ROOM NO. | DATE         |              | OFFICER'S INITIALS | COMMENTS  |
|----------------------|----------|--------------|--------------|--------------------|---|
|                      |          | REC'D        | FWD'D        |                    |   |
| 1.<br>FI Staff       | 1514L    |              |              |                    | <p>1. For your concurrence.</p> <p>Proposed NEA Headquarters and Field T/O.</p> <p><i>21 comments in the attached Table of Organization with the reservation that at least one senior position</i></p> <p><i>Designated F.I.</i></p> <p><i>for C.F.I.</i></p> |
| 2.                   |          |              |              |                    |   |
| 3.<br>NEA/Admin/Pers | 2034L    | <i>3 Nov</i> | <i>3 Nov</i> |                    |   |
| 4.                   |          |              |              |                    |   |
| 5.                   |          |              |              |                    |   |
| 6.                   |          |              |              |                    |   |
| 7.                   |          |              |              |                    |   |
| 8.                   |          |              |              |                    |   |
| 9.                   |          |              | 25X1         |                    |   |
| 10.                  |          |              |              |                    |   |
| 11.                  |          |              |              |                    |   |
| 12.                  |          |              |              |                    |   |
| 13.                  |          |              |              |                    |   |
| 14.                  |          |              |              |                    |   |
| 15.                  |          |              |              |                    |   |

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